



STATE PROCUREMENT OFFICE
NOTICE OF REQUEST FOR EXEMPTION
FROM HRS CHAPTER 103D

14 MAY 20 P3:30

ADMINISTRATION
STATE PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer

CORLOG NO. 2014-913

FROM: Department of Public Safety
Name of Requesting Department

Pursuant to HRS § 103D-102(b)(4) and HAR chapter 3-120, the Department requests a procurement exemption for the following:

1. Describe the goods, services or construction:

Services to make changes to the existing database application for the Intake Service Center Case Mgmt. The database supports the tracking of defendants in relation to specific intake and supervised release events such as their current location, charges, alerts, family information, medical information and assessments. This information needs to be updated daily and in a timely manner for the creation of reports and recommendations on the defendant's status for court hearings and judges. However, while implementing updates and modifications to the database application under RFP No. PSD 14-ISC-33, the system has encountered serious performance issues stemming from the basic structure of the database. A concurrency issue where data from separate records may cross over and be entered into the wrong record has been identified, the response time for data entry has slowed where database application is interfering with normal operations and further development of the database is being jeopardized. It is estimated three-months are required to make changes (outside of the contract's original scope of services) to the database to fix the problems and to make additional changes and upgrades. See attached quote.

2. Vendor/Contractor/Service Provider	Phoenix V, LLC, dba BEI Hawaii	3. Amount of Request:
		\$ \$29,798.94
4. Term of Contract From: 1-Jun-14 To: 31-Aug-14	5. Prior SPO-007, Procurement Exemption (PE):	None

6. Explain in detail, why it is not practicable or not advantageous for the department to procure by competitive means:

It is not feasible to hire any contractor other than BEI Hawaii to make the necessary changes to the subject database. The current contractor performing work under RFP No. PSD 14-ISC-33 is the most familiar with the subject database application and is the only vendor that understands all the changes and updates that were made to the system. Additionally if another contractor is allowed to make any changes or upgrades to the database, it may create conflict between the two developers if the changes fail to work and creates additional problems. Because it will take approximately three-months for the contractor to complete the requested changes and upgrades (outside of the contract's original scope of services) as specified in this exemption request, the agency is also concurrently requesting a no-cost three-month contract extension (under RFP No. PSD 14-ISC-33) approval to allow the current contractor to complete its work as required under the contract's original scope of services.

7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:

An exemption from the procurement process is requested because it is not feasible for any vendor other than the current contractor make the needed improvements and extensions other than the contractor that made the initial changes and updates to the department's existing database application. The current contractor is the only vendor that understands all the changes and updates and to have any contractor other than BEI Hawaii attempt to fix the performance issues and to perform the additional changes and upgrades requested may not work and result in additional problems.

8. Identify the primary responsible staff person(s) conducting and managing this procurement. (Appropriate delegated procurement authority and completion of mandatory training required).

*Point of contact (Place asterisk after name of person to contact for additional information).

Name	Division/Agency	Phone Number	e-mail address
Marc Yamamoto <i>usy</i>	Admin/Purchasing	587-1215	Marc.S.Yamamoto@hawaii.gov

*All requirements/approvals and internal controls for this expenditure is the responsibility of the department.
I certify that the information provided above is, to the best of my knowledge, true and correct.*

Department Head Signature

5/20/14
Date

For Chief Procurement Officer Use Only

Date Notice Posted: **5-21-14**

Inquiries about this request shall be directed to the contact named in No. 8. Submit written objection to this notice to issue an exempt contract within seven calendar days or as otherwise allowed from date notice posted to:

state.procurement.office@hawaii.gov

Chief Procurement Officer (CPO) Comments:

Approval is granted and limited to this one time period of 6/1/2014 - 8/31/14 and is based on the department's representation that the price is fair for the additional work. This approval is for the solicitation process only, HRS section 103D-310(c) and HAR section 3-122-112 shall apply (i.e. vendor is required to be compliant on the Hawaii Compliance Express) and award is required to be posted on the Awards Reporting System. Copies of the HCE certificate and awards posting are required to be documented in the procurement/contract file. If there are any questions, please contact Donna Tsuruda-Kashiwabara at 586-0565 or donna.tsuruda-kashiwabara@hawaii.gov.

☒ Approved

☐ Disapproved

☐ No Action Required

Chief Procurement Officer Signature

6/30/14
Date

QUOTE

Date: May 2, 2014 *REVISED*
Expiration Date: 6/30/2014



Phoenix V LLC dba BEI Consulting
311 Pacific Street
Honolulu, Hawaii 96817
Office: 808-532-7509
Fax: 808-532-7472
Email: jhiguchi@beihawaii.com

TO Milton Kotsubo, Intake Program Manager
Intake Services Center Division
Department of Public Safety
919 Ala Moana Blvd
Honolulu, Hawaii 96814
808-587-1260
Customer ID: DPS

ACCOUNT REP	JOB	SHIPPING METHOD	SHIPPING TERMS	DELIVERY DATE	PAYMENT TERMS	DUE DATE
John Higuchi	ISC Case Management - Amendment	n/a	n/a	n/a	Due on receipt	n/a

ITEM #	DURATION	DESCRIPTION	UNIT PRICE	DISCOUNT	LINE TOTAL
1	6 weeks	BEI Programming Services to diagnose and recode ISC Case Management System to address concurrency access to the database.	\$19,530.00		\$19,530.00
2	1 week	Reorganize 150 reports into a systemic method. Create system, rename reports, and organize files into subfolders.	\$5,952.00		\$5,952.00
3	2 Days	Create a print function for ORAS-PAT form	\$2,976.00		\$2,976.00
TOTAL DISCOUNT				n/a	n/a

IMPORTANT NOTES:

1. Training services will not be provided.
2. Invoices will be submitted at the completion of each task item.

SUBTOTAL	\$28,458.00
SALES TAX	\$1,340.94
TOTAL	\$29,798.94

Quotation prepared by: John Higuchi

This is a quotation on the goods named, subject to the conditions noted below: (Describe any conditions pertaining to these prices and any additional terms of the agreement. You may want to include contingencies that will affect the quotation.)

To accept this quotation, sign here and return: _____

Thank you for your business!

PE14-081D